

# Hulbert Library of the Town of Concord

## Meeting Minutes

Date: 4/13/23

Time Start: 8:32 am Time End: 9:58 am

Place: **Concord Library Community Room – in person meeting**

Type: **Regular Scheduled Board Meeting**

### Attendees:

President	Susan Fischbeck	Present
Vice president	Stephanie Bacon	Present
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Susan Kellner	Present
Trustee – Village Rep	Lindsay Buncy	Present
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present

### Agenda Items

1. **Call to order** Sue Fischbeck called meeting to order at 9:05 am
2. **Secretary's Report** -----  
Motion to approve minutes of 3/09/23 – Several revisions as to times – corrected –Stephanie Bacon proposed approval, Mary Carol Dearing seconded, passed unanimously
3. **Treasurer's Report** -----  
Sue Putney presented reports on accounts. Several clarification questions as to electrical useage. Sue Kellner proposed approval Kelly Campbell seconded. Approved
4. **Approval of bills** approved without objection.
  - a. County
    - i. Village water \$89.50
    - ii. Village Electric \$297.16
  - b. Private
    - i. Amazon – LEGOS/Children's books Restricted funds \$195.55
    - ii. Amazon – LEGOS/Children's books Restricted funds \$143.47
    - iii. ACT annual membership \$20
    - iv. Jennifer Morris – mileage/parking \$37.27 – *will check to see is County allowable expense*
5. **Village Report**

Lindsay Buncy attended "Trees" conference in Baldwinville recently – Springville has/is receiving a certified Tree City designation.

**6. Town Board Report**-----

Phil Drozd said Electrical contract to redo lighting with LED is pending grant approval through NYS channels.

**7. Committee work**-----

Finance – no report  
Building and grounds – No report – discussed landscaping volunteer work  
Strategic planning – no report  
Personnel - no report  
Outreach committee – Sue Kellner attempted outreach to SGI High school  
Sustainability committee – Mary Carol presented info – see below

**8. Correspondence**-----

none

**9. Library Director’s Report**

- Director’s Report attached

**10. Old Business - none**

**11. New Business**

Sustainable Library Certification work – Mary Carol has been pursuing Sustainable Library Certification under the New York Library Association’s Sustainability Initiative in conjunction with Jennifer Morris. Motion made by Stephanie Bacon, seconded by Kelly Campbell to authorize payment of \$250 to fund the initiative payable to NYLA for materials and education associated with this effort. Passed unanimously.

Annual Report of the Town of Concord Annual Report for Public and Association Libraries 2022 was circulated and will be made available online for board members. Motion to accept and file the report made by Mary Carol seconded by Kelly – passed unanimously.

**12. Next meeting date and time:** May 11, 2023 **at 8:30 am** both in the Community Room of the Concord Library.

**13. Adjournment** – Meeting was adjourned at 9:58 am

**SUMMARY OF MOTIONS, AGREEMENTS, ACTIONS, ATTACHMENTS -----**

**MOTIONS:**

**Sustainable Library Certification** dues payment - Motion made by Stephanie Bacon, seconded by Kelly Campbell to authorize payment of \$250 to fund the initiative payable to NYLA for materials and education associated with this effort. Passed unanimously.

**Annual Report of the Town of Concord Annual Report for Public and Association Libraries 2022** - Motion to accept and file the report made by Mary Carol seconded by Kelly – passed unanimously.

**REMINDERS:** - none